



City Hall Garage Affordable Parking Program (APP)

For Entertainment and Service Industry Employees

Official Participant Registration Form

The Affordable Parking Program (APP) is a City of Austin initiative to provide parking accommodations at reduced prices during nighttime hours (5 pm – 5 am) exclusively for employees of the entertainment and service industry. Currently, APP is offered at the City Hall parking Garage (310 W 2nd St.). Each participant of the APP must agree to the following Terms of Use:

Terms of Use

1. In order to qualify for APP, participants must show adequate proof of gainful employment in the entertainment or service industries within the downtown Austin area (pay-to-park metered areas) upon request of the City of Austin.
2. Qualifying participants will pay \$35 per access card per month in advance to the City of Austin for access to one space in the garage on a first-come, first-served basis. Payments must be made by the 7th business day of every month or access cards will be remotely canceled. \$35 monthly use fees are non-refundable and include sales tax.
3. Upon the City of Austin's acceptance of this registration form, qualifying participants will be responsible to pick-up their access card from the Austin City Hall, Security Office, located at 301 West 2nd Street, Austin, TX 78701. Participants also agree to return the issued access card upon termination of participation in APP.
4. Qualifying participants shall provide the City of Austin with their full name, phone number, vehicle make and model, and the license plate number of the vehicle to be parked upon the request of the City of Austin (below).
5. Qualifying participants must ensure payment is made on a monthly basis in order to ensure that the parking space associated with the access card is not released to another individual or deactivated.
6. Participants agree to be responsible for access cards. Replacing a lost or stolen access card will cost \$15. Participants are required to promptly report a lost or stolen access card so that it may be deactivated.
7. Each access card will grant the participant access to the City Hall garage facility every day between 5 p.m. to 5 a.m. ONLY (excluding holidays and special events, such as SxSW). The City of Austin does not guarantee parking space availability. Access holders must remove their vehicles from the garage facility by 5 a.m. every day or begin to incur charges at regular garage rates.
8. Vehicle may not be parked in any reserved or specially marked spaces.
9. The parking garage height restriction is 7'8". In addition, the following vehicles are not permitted in the garage, even if they meet the height restriction: cargo vans, service body vehicles, and trucks with headache racks installed.

10. The parking garage is subject to video surveillance in order to provide a secure environment. However, the City of Austin is not responsible for any theft or damage resulting from parking within an Affordable Parking Program garage facility.
11. The City of Austin will be monitoring the garage access cards and reserves the right to revoke parking privileges at any time. Examples of incidents leading to revocation include, but are not limited to, the access card holder failing to adhere to this agreement, parking access cards being used dishonestly or not for their intended purpose, vandalism of property, or the City of Austin determining that the program no longer serves community interests.
12. Any instances of excessive trash or any damages to the garage building infrastructure, overhead structures, or related equipment will be investigated and communicated to participants. Appropriate charges may be assessed to the responsible parties.
13. City Hall garage facility access cards are the property of the City of Austin, and may not be discarded, sold for profit, traded, given, or loaned to any other individual (i.e., a roommate, friend or relative) without authorization. If an access card is lost, it must be reported immediately and the participant will be charged a \$15 replacement fee.
14. The City of Austin is not responsible for damages or losses incurred by APP participants.

**PLEASE TURN IN APPLICATIONS BY EMAIL TO RYAN ROYAL, AT RYAN.ROYAL@AUSTINTEXAS.GOV.
FOR INFORMATION OR PAYMENT PLEASE CALL RYAN ROYAL, AT 512-974-5161**

The APP is managed by Jacob Culberson, Parking Services Manager for the City of Austin. Jacob can be reached by phone at 512-974-1489 or by email at jacob.culberson@austintexas.gov. Vanessa Faulkner can also process applications and can be reached by phone at 512-974-1563 or by email at vanessa.faulkner@austintexas.gov.

The participant's signature below indicates understanding and acceptance of the above conditions.

BUSINESS OR VENUE INFORMATION

Business or Venue Name	Employer or Venue Manager & Phone Number
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PARTICIPANT INFORMATION

Last Name	First Name	Contact Phone #		
Vehicle License Plate #	Vehicle Make & Model			
Billing Address	Suite #	City	State	Zip Code
Participant Signature		Date		

City Hall Garage Affordable Parking Program Official Participant Registration Form updated 9 SEP 2017
Austin Transportation Department – Parking Enterprise Division, 1111 Rio Grande, Austin, TX 78701